

ARIZONA DEPARTMENT OF EDUCATION

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Superintendent of
Public Instruction



STATE OF ARIZONA

School Finance
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SCHOOL FINANCE MEMORANDUM 00-034

TO: School District Superintendents, Business Managers, & Head Teachers

FROM: Kristen Jordison

DATE: February 11, 2000

SUBJECT: Basic Calculation of Equalization Assistance Report (Apor 55-1), Formula for Growth in Student Count Report (Apor 55-2), and Equalization Assistance and Additional State Aid Detail Report (Apor 64-1)

The February 15, 2000 apportionment reports for your school district are posted on your district's home page on the ADE web site (<http://www.ade.state.az.us/schoolfinance/Districts>). Hard copies of these reports will no longer be mailed. If you need help finding these reports please let me know and I would be happy to assist you.

Growth figures for districts requesting an advance based on 40th day growth have been included on page 2 of the Apor 55-1 report as an adjustment to the Revenue Control Limit and District Support Level. If your district would like to request an advance based on 40th day growth please refer to School Finance Memorandum 00-024 for the appropriate forms or download the forms in excel format from <http://www.ade.state.az.us/schoolfinance/Main/Support>.

The Formula for Growth in Student Count report (Apor 55-2) calculates growth based on your 40th day Average Daily Membership (ADM) data received to date. The December 1, 1999 Special Education Census has not been calculated and thus, is not reflected on your growth report. The data collection staff has and will continue to process 40th and 100th day ADM data as it is received. The ADM transaction reports (i.e., ADMS 05-1 Edit/Update reports) are now available on the web site (<http://www.ade.state.az.us/schoolfinance/Districts>). The 40th and 100th day ADM summary counts that are used in the calculation of growth (ADMS 46-1 reports) are now also available on the same web site. Currently the ADMS 46-1 report that is posted contains one page for each district and charter school in the state. Thus, when you are accessing your reports you will need to navigate to your districts page.

For districts with charter schools, please note that the March 15, 2000 payment will be based on the charter schools 100th day ADM if applicable. The charter school 100th day ADM reports must be received by School Finance no later than 12 days after the 100th day in session in order to be eligible for payment. Any counts received after this deadline will not be reflected in the total student count and may impact your payment.

To verify receipt of your ADM reports please refer to the Submitted Files Status report on your district's home page on the ADE web site (<http://www.ade.state.az.us/schoolfinance/Districts>). Also, please verify the accuracy of your submission by reviewing the ADMS 05 Edit/Update reports posted on the same page. If you have any questions regarding your 40th or 100th day ADM please contact Patty Fernandez at (602) 542-8246. If you have any questions regarding your December 1, 1999 or February 1, 2000 Special Education Census please contact Ingrid Rope at (602) 542-3303. If you have any questions regarding your equalization reports please contact me at (602) 542-8249 or e-mail kjordis@mail1.ade.state.az.us.

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